

PUBLIC WORKS

SOLID WASTE MANAGEMENT SUMMARY

	2003-04				
	Operating Expense	Financing Sources	Revenue Over/(Under)	Fixed Assets	Staffing
Operations	46,985,412	46,015,356	(970,056)	-	74.4
Site Closure/Maintenance	10,806,246	10,059,246	(747,000)	8,694,365	-
Site Enhancement/Expand	3,806,788	8,204,667	4,397,879	9,686,116	-
Groundwater Remediation	3,422,934	9,283,976	5,861,042	5,861,042	-
Environmental Mitigation	2,003,000	2,095,595	92,595	100,000	-
TOTAL	67,024,380	75,658,840	8,634,460	24,341,523	74.4

**BUDGET UNIT: SOLID WASTE MANAGEMENT OPERATIONS (EAA SWM)
RECYCLING PROGRAMS (EWE SWM)
FINANCIAL ASSURANCE (EAN SWM)
WASTE CHARACTERIZATION (EWC SWM)**

I. GENERAL PROGRAM STATEMENT

The Solid Waste Management Division (SWMD) is responsible for the operation and management of the County of San Bernardino's solid waste disposal system, which consists of 6 regional landfills, 8 transfer stations, oversight and/or post-closure maintenance at 28 inactive or closed landfills and waste disposal sites throughout the County. SWMD provides scale operations and maintenance; accounts payable/receivable; engineering, design, and construction management; and education and waste diversion. SWMD provides oversight, direction, guidance and control of the contractor, Burrtec Waste Industries, Inc. (Burrtec), for the daily operations of the county's active landfills, transfer stations, and maintenance of the inactive and closed landfills. In its contract administrative role, SWMD provides both general and specific direction to Burrtec in implementing county policies and procedures pertaining to the operations of the county's solid waste system. SWMD also monitors Burrtec's performance under the contract. SWMD maintains direct coordination with all regulatory agencies and liaison activities with customers, including cities, refuse haulers, and citizens. SWMD receives state and federal grant monies, county and private industry matching funds to be used to further the education and outreach for waste reduction, reuse and recycling programs. In addition, SWMD is funding a waste characterization study analyzing the unincorporated waste stream material type, source, and location.

II. BUDGET & WORKLOAD HISTORY

	Actual 2001-02	Budget 2002-03	Actual 2002-03	Budget 2003-04
Total Operating Expense	38,394,270	42,323,884	42,272,333	46,985,412
Total Financing Sources	40,154,555	43,827,202	49,767,433	46,015,356
Revenue Over/(Under) Exp	1,760,285	1,503,318	7,495,100	(970,056)
Budgeted Staffing		62.3		74.4
Fixed Assets	17,512	223,965	265,067	-
<u>Workload Indicators</u>				
Total Tonnage Landfilled	1,142,707	1,313,700	1,484,693	1,432,600
Active Facilities	14	14	14	14
Inactive Facilities	28	28	28	28

Total financing sources for 2002-03 were \$5,940,231 greater than budget because of the Board-approved \$6.3 million transfer of NORCAL settlement funds to SWMD. These funds will be used in 2003-04 and subsequent years to finance the cost of several projects including the perchlorate investigation at the Mid-Valley Landfill.

The Workload Indicator for total tonnage has been increased by 118,900 tons in 2003-04 to reflect the following: an additional 75,000 tons of Article 19 waste (in accordance with Article 19 of Contract No. 01-237, Burrtec can deliver between 250,000 and 300,000 tons/year of in-county solid waste that is not currently being conveyed into the County disposal system) and an additional 43,900 tons resulting from franchise service growth and increased populations.

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III. HIGHLIGHTS OF BOARD APPROVED CHANGES TO BUDGET (see attachments for detailed changes)

STAFFING CHANGES

Budgeted staffing in 2003-04 has been increased by 12.1 positions. Included in this increase is a Board approved mid-year adjustment to add 8.0 Equipment Operators to respond to the bark beetle infestation. The remaining increase of 4.1 positions is comprised of the following: 1.0 Recycling Specialist to assist with the Source Reduction and Recycling Element of AB 939 for the purpose of increasing the current 43% diversion credit up to the state mandated 50%, 1.0 Scale Operator to support existing staff with increased workload demands anticipated in 2003-04 at the various landfills and transfer stations, 1.0 Planner III to provide assistance for groundwater monitoring and landfill gas programs, as well as to assist SWMD with short term projects such as the bark beetle infestation and the perchlorate investigation, 1.0 Staff Analyst II to perform long range financial planning including exploring grant opportunities and seeking new markets to increase SWMD's revenue base, and 0.1 for additional overtime costs.

PROGRAM CHANGES

SWMD has implemented a television and computer monitor (CRT) collection program at the landfills and transfer stations for third party processing. This program is a proposed solution to the Department of Toxic Substance Control's ban on television and computer monitor disposal at Class III landfills. SWMD has estimated the collection of approximately 7,200 televisions and computer monitors at a processing cost of \$20/unit for an annual expense of \$144,000. The CRT program costs are expected to be funded by redirecting \$72,000 from the Education and Outreach Committee funds and \$72,000 to be generated from a new \$10.00 fee approved by the Board.

In addition to the new CRT fee, the Board approved a \$1.04/ton increase to the ordinary refuse fee, from \$33.52/ton to \$34.56/ton. This increase is expected to produce an additional \$400,000 in revenue per year.

SWMD's 2003-04 budget also reflects the impact of changes in accordance with contractual agreements with the fifteen Waste Delivery Agreement (WDA) cities. For 2003-04, the WDA refuse fee has been increased by \$1.10/ton for inflationary costs, which is expected to produce an additional \$600,000 in annual revenue for SWMD.

GROUP: Economic Development/Public Services DEPARTMENT: Public Works - Solid Waste Operations & Recycling Program FUND: EAA SWM, EWE SWM			FUNCTION: Health and Sanitation ACTIVITY: Sanitation		
	2002-03 Actuals	2002-03 Approved Budget	2003-04 Board Approved Base Budget	2003-04 Board Approved Changes to Base Budget	2003-04 Final Budget
<u>Appropriation</u>					
Salaries and Benefits	3,396,118	3,427,618	4,224,267	502,310	4,726,577
Services and Supplies	25,938,992	26,189,996	26,501,996	2,543,550	29,045,546
Central Computer	28,878	28,878	20,665	-	20,665
Other Charges	5,300,158	6,707,282	6,707,282	1,200,419	7,907,701
Transfers	221,786	184,000	184,000	100,923	284,923
Total Appropriations	34,885,932	36,537,774	37,638,210	4,347,202	41,985,412
Operating Transfers Out	7,386,401	5,786,110	5,786,110	(786,110)	5,000,000
Total Operating Expenses	42,272,333	42,323,884	43,424,320	3,561,092	46,985,412
<u>Revenue</u>					
Licenses & Permits	1,065,898	770,000	770,000	130,000	900,000
Taxes	7,129,352	6,890,500	6,890,500	273,936	7,164,436
Use of Money & Prop	259,310	162,000	162,000	84,679	246,679
State, Fed or Gov't Aid	624,352	-	779,790	-	779,790
Current Services	34,018,337	34,237,586	34,558,232	2,227,905	36,786,137
Other Revenue	76,345	1,767,116	1,767,116	(1,756,802)	10,314
Total Revenue	43,173,594	43,827,202	44,927,638	959,718	45,887,356
Operating Transfers In	6,593,839	-	-	128,000	128,000
Total Financing Sources	49,767,433	43,827,202	44,927,638	1,087,718	46,015,356
Revenue Over/(Under) Exp	7,495,100	1,503,318	1,503,318	(2,473,374)	(970,056)
Budgeted Staffing		62.3	70.3	4.1	74.4
<u>Fixed Asset Exp</u>					
Improvement to Land	-	15,200	15,000	(15,000)	-
Equipment	265,067	208,965	208,965	(208,965)	-
Total Fixed Asset Exp	265,067	224,165	223,965	(223,965)	-

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Total Changes Included in Board Approved Base Budget

Salaries and Benefits	99,093	MOU.
	42,860	Retirement.
	186,906	Risk Management Workers Comp.
	467,790	(Addition of 4.0 Equipment Operator III's and 4.0 Equipment Operator II's in accordance with Board action on April 8, 2003 to respond to the bark beetle infestation.
	<u>796,649</u>	
Services and Supplies	<u>312,000</u>	Amount approved by the Board on April 8, 2003 for bin hauling services for wood waste and slash/debris removal in relation to the bark beetle infestation.
Central Computer	<u>(8,213)</u>	
Revenue		
Current Services	<u>320,646</u>	Additional revenue to offset the above cost increases.
State, Fed or Gov't Aid	<u>779,790</u>	FEMA grant to fund the above bark beetle related costs.
Total Operating Expense	1,100,436	
Total Financing Sources Change	1,100,436	
Total Revenue Over/(Under) Exp	-	
Total 2002-03 Operating Expense	42,323,884	
Total 2002-03 Financing Sources	43,827,202	
Total 2002-03 Rev Over/(Under) Exp	1,503,318	
Total Base Budget Operating Exp	43,424,320	
Total Base Budget Financing Sources	44,927,638	
Total Base Rev Over/(Under) Exp	1,503,318	

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Board Approved Changes to Base Budget		
Salaries and Benefits	267,310	Increased amount for the addition of 4.1 positins (1.0 Recycling Specialist, 1.0 Scale Operator, 1.0 Planner III, 1.0 Staff Analyst II, and 0.1 in overtime).
	157,500	Additional amount needed for step increases.
	77,500	Increase in reimbursements to other departments for direct salary charges.
	<u>502,310</u>	
Services and Supplies	1,078,060	Increased amount to Burrtec in 2003-04 for additional standard tonnage, excess tonnage, inflation, and incentive payment.
	735,552	Additional amount for design and management of capital projects for closed landfills and corrective actions.
	300,000	For Waste Characterization and Refuse Rate Study.
	150,000	Perchlorate investigation legal fees.
	50,000	Design of septic pond at the Landers Landfill.
	72,000	Increase for television and computer monitor disposition program at landfills and transfer stations.
	(81,810)	Reduction in special departmental expenses resulting in work now being done in-house.
	(150,000)	Less appropriations in 2003-04 due to office remodeling being completed in prior year.
	(82,028)	Reductions to a variety of other accounts.
	471,776	Additional appropriations as a result of increased revenues from Board approved fee adjustments.
	<u>2,543,550</u>	
Other Charges	1,200,419	Increase primarily due to the amount of additional Article 19 revenues that are being transferred to other SWMD funds for payment to WDA cities.
Transfers	100,923	Increased costs for ED/PSG charges, PWG payroll charges, and EHAP charges.
Total Appropriation	<u>4,347,202</u>	
Operating Transfers Out	(786,110)	Reduction mainly due to decreased operating transfers to other SWMD funds for capital project design work.
Total Operating Expenses	<u>3,561,092</u>	
Revenue		
Licenses & Permits	130,000	Increased franchise and permit fees based on additional tonnage and inflation.
Taxes	273,936	Increased interest and penalties on delinquent taxes.
Use of Money & Prop	84,679	Increased interest revenue based on greater cash balance.
Current Services	1,756,129	Increase based on additional anticipated tonnage (including Article 19 tonnage), and inflationary increases for contracts with WDA cities.
	471,776	Additional revenue from Board approved fee increases.
	<u>2,227,905</u>	
Other Revenue	(1,756,802)	Prior year revenues are not being rebudgeted in 2003-04.
Total Revenue	<u>959,718</u>	
Operating Transfers In	128,000	Increase in transfers from other SWMD Funds is anticipated in 2003-04.
Total Financing Sources	<u>1,087,718</u>	
Revenue Over/(Under) Exp	<u>(2,473,374)</u>	
Fixed Asset Exp		
Improvement to Land	(15,000)	Delete funding. No scale house improvements or weather stations budgeted.
Equipment	(208,965)	Delete funding. No equipment items budgeted.
Total Fixed Asset Exp	<u>(223,965)</u>	